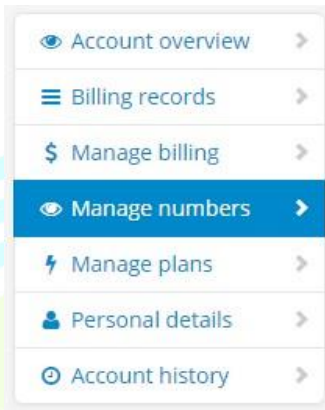# How to add a number

Firstly, log into your customer portal account and then locate the **"Manage Numbers"** tab on the left

Under "Add Numbers" Select the region you need

Select either **"Voice or Fax"** for your line type

Then choose your **"Rate Type"**

Finally, click **"Add a number"**